

Potsdam Figure Skating Board Meeting
November 17, 2024

Attendance:

Lisa Cardinal, President
Cara Adams, Secretary
Badra Rouhi

Bamby Cooper-Frank- VP
Emily Decker
Stephanie Barstow

Absent:

Sue Barrett
Rochelle Bullock
Cassie Hayes, Treasurer

Agenda:

Meeting was called to order at 6:00pm at in the Board Room at Pine Street Arena.

Secretary Report-

Badra made a motion to approve the minutes from October
Bamby seconded the motion.
All in favor.
Motion carried.

Treasurer Report-

No Treasurer Report this month.

Lisa has not received the Seacomm check. She will check with them next week.

Housekeeping-

Lisa thanked Badra and Owen (Emily's son) for all the help cleaning out the Figure Skating Office and for Emily for taking stuff to the dump.

Compliant-

Sue is still missing her background check. Needs to be completed.

Danielle is missing Maxcy Arena listed on her liability insurance.

Venmo- Has been set up and is all set to use.

Lisa asked the Board for permission to create a Venmo account that will be linked to the Synchro Teams bank accounts.

Bamby made a motion to give Lisa permission to create the Venmo Account for her Synchro Teams.
Badra seconded the motion.
All voted in favor.
Motion carried.

Bylaws-

The Board discussed the Bylaws and sending them to the Membership for approval. Cara is going to create to send it to the whole Membership along with a Google Doc to approve or not approve by January 1st.

Potsdam Rec Meeting-

Lisa share that the Village of Potsdam is going to have two boards one for Potsdam Recreation and one for the Pine Street Renovations. They are looking for someone that could represent PFSC. Lisa will find out if the person must reside within the Village and when the meetings will be held in person or zoom. More will be discussed at the next meeting.

Logo Apparel-

Board agreed that the Board will receive ¼ zip PFSC sweatshirt. Please send all sizes to Cara to be ordered.

Board agreed to buy a ¼ zip PFSC Sweatshirt for the Club Coaches for Christmas.

Cara will speaking to Randy at Great Northern Printing to get a bulk rate on these items.

Aide Coats-

Cara will work with Randy on purchasing new Aide Coats for next year.

Online Store-

Currently up and running. Reminders will be sent to the Membership since the store will be closing on Monday, November 25th.

Skate Exchange-

December 2nd- Cara will send an email to the JR/SR Parents.

Concussion Policy-

Will be discussed at a later date. Badra is going to send the SafeSport policy.

Winter Season Update-

LTS-

A Time- 69 Skaters

B Time- 51 Skaters

Bamby will send the list of Aides that have helped 5 times or more for Lisa to pick up their gift cards.

No issues have been reported.

LTS Donation from Coach Bonnar was awarded to three skaters. Thank you, cards have been, received from all three skaters and given to Kelly.

The Club has received donated skates from Dr. Kelly Bonnar and Dr. Kedar.

JR/SR Update-

Everything is going well.

Badra brought up an issue with the JR/SR Handbook not being sent out. The Board discussed and the JR/SR Handbook will be added to the Website and sent out to the JR/SR skaters.

The Board discussed the refund policy for medical in the Winter season.

Badra made a motion that based on past practices of the club if a skater misses skating due inquiry/sicknesses no refund will be given unless they are out a minimum of three weeks with a medical note and a medical clearance to return to skating.

Emily seconded the motion.

All in favor.

Motion carried.

The Policy will be in the JR/SR handbook.

Snowflake-

Lisa discussed the below email that was sent to the Board on October 31st.

Meeting went well today with Casey. There are several questions he needs to get answers on for me.

- Confirming if we can have vendors
- Price to remove 3 panels of glass. He was going to try to get a better price on that he said
- The judges room will remain \$50/hour. We paid \$500 last year. I did ask about BOGO on our Sat/Sun rental or if we can get some kind of deal. Remember we will need the room for the judges for the test session on Sunday
- Confirming the concession will be open and what time

Items that are set:

Saturday ice reserved from 8am - 7pm (I doubt we need more than that)

Sunday ice reserved from 8am - 2pm (I was guessing on this)

We can set up Friday night starting at 5pm. There is no hockey game currently. If any of you want to start earlier let me know and I can ask. I just said 5pm because most of you work. This can be changed

We have all locker rooms (5)

Music will be set up the same as last year

Please note that their zamboni driver normally starts at 10am on Saturday. If we start at 8:00am WE will need to pay an extra \$40 per hour to cover the over time. So if we start at 8am we pay an extra \$80.

I will have to ask about Sunday.

Hourly rate is \$150/hour for winter ice. I think that is what I said the other night, but I was second guessing myself. I wanted to confirm rate.

Lastly, we are on his schedule for spring school!!! Right now it is April 1 - May 4th a 5 week program. Please note the rate for ice will increase to \$180 for summer. I also told him what we typically get for summer and fall ice.

Casey has not got back to Lisa with the items that he needed to get an answer on, Lisa is going to follow up with Casey.

Hotel Contract has been signed and will be dropped off to the Hampton.

Judges- 9- Can do up to international on Saturday and Gold Tests on Sunday.

Cara is putting together the skaters Gift Bags. She is receiving a donation from Northern Ice and Dance.

Badra is going to ask Kinney's for a Donation of Water.

Cassie is supposed to ask Walmart for a Donation.

JR Snowflake-

Board agreed to increase the amount for 1st and 2nd events by \$5.00.

Lisa is going to count the medals.

Cara is going to work on the Announcement and Sanction.

Old Business-

Cassie- Letter for Donation to Walmart for the Snowflake

Badra- Donation from Kinney's.

Emily is working on the new podium that will fit inside each other and easier to carry. The Board approved the amount of \$300.00 for the new podium.

Ice Show Committee-

Meeting will be set up with the people that would like to help.

Next Meeting-

December 1st at 6:00pm

Meetings are held the first Sunday of the month during Winter season.

Badra made a motion to adjourn the meeting at 7:59pm.

Emily seconded the motion.

All in favor.

Motion carried.